

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	<u>2009 Dollar List</u>															Dated 12/17/08
2	Concluding discussion from the City Council's review of the 2009 proposed budget											Recurring Financing	One-Time Financing (Spending)			
3																
4	<u>Property Tax and Local Government Aid Table</u>															
5																
6	Description	2008 Adopted		2009 Proposed	Dollar change		Percent Change		Budgeted Financing		"Shrinkage"					
7	Levies:															
8	City of Saint Paul															
9	General Fund	\$57,398,942		\$60,196,831	\$2,797,889				\$59,016,501		\$1,180,330					
10	General Debt Service	\$8,173,446		\$10,865,320	\$2,691,874				\$10,652,275		\$213,045					
11	Library Agency	\$14,958,449		\$16,080,113	\$1,121,664				\$15,764,817		\$315,296					
12	Total	\$80,530,837		\$87,142,264	\$6,611,427				\$85,433,592		\$1,708,672					
13																
14	Port Authority	\$2,112,000		\$2,112,000	\$0											
15																
16	Overall Levy (City, Library & Port)	\$82,642,837		\$89,254,264	\$6,611,427		8.0%		\$85,433,592		\$1,708,672					
17	Percent Change															
18																
19	Housing & Redevelopment Authority	\$1,215,903		\$2,278,148	\$1,062,245		87.4%		\$2,233,478		\$44,670					
20																
21	Total Tax Change	\$83,858,740		\$91,532,412	\$7,673,672		9.2%		Total		\$1,753,341					
22																
23	Local Government aid	\$56,781,644		\$62,600,018	\$5,818,374						\$357,148					
24																

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	<u>2009 Dollar List</u>															Dated 12/17/08
2	Concluding discussion from the City Council's review of the 2009 proposed budget												Recurring Financing	One-Time Financing (Spending)		
25	Dollar List Total - financing not assigned												\$ 244,940	\$ 1,192,323		
26	Council Staff beginning amount - total of all resources												\$ 1,549,471			
27																
28	Remains in Street Assessment Fund #963 fund balance												\$ (112,208)			
29	Balance OFS Tracker - Revenues to off-set MSA reductions												\$ (184,342)			
30	Total to General Fund contingency												\$ 1,252,921			
31	Additional contingency for new position vacancies												\$ 2,961,016			
32		Denotes area with request for follow-up														
33																
34	<u>OFS Budget Tracker:</u>															
35	General Fund															\$ 11,933
36																
37	<u>Business License Fees</u>															\$ (41,400)
38	The budget proposal includes an increase of 5% in business license fees. The 5% change would raise \$135,000 in revenues.															
39	The Dollar List assumes an increase of 3.5% .															
40			2%		3%		3.5%		4%		5%					
41	New Revenues		\$ 54,000	\$ 81,000	\$ 94,500	\$ 108,000	\$ 135,000									
42	Change - 5%		\$ (81,000)	\$ (54,000)	\$ (41,400)	\$ (27,000)										
43																
44	<u>Mortgage Foreclosure Services</u>															
45	\$75,000 has been added for outside legal services to address foreclosure issues. The budget has been assigned-															-\$75,000
46	to the general government accounts, outside legal services (09073). It would be more advantageous to the City Council for															\$75,000
47	this appropriation to continue as part of Council designated activity 09100.															
48																
49																

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1	<u>2009 Dollar List</u>															Dated 12/17/08	
2	Concluding discussion from the City Council's review of the 2009 proposed budget															Recurring Financing	One-Time Financing (Spending)
50	<u>Community Organizations Parternship Program (COPP)</u>																
51	The 2009 budget proposal does continue support for COPP with financing from the General Fund																
52	and CDBG. Financing for the <i>"special ward" portion of services has not been continued for 2009</i> .																
53																	
54	Council discussion assigned General Fund amount of \$187,467 to contingency.															<div>\$187,467</div>	
55																	
56																	
57																	
58																	
59																	
60																	
61																	
62																	
63																	
64																	
65																	
66																	
67																	
68																	
69																	

		2008		2009	
	Ward	Total	Ward	Total	
General Fund					
City-Wide Programs	\$ 92,134	\$ 92,134	\$ 92,134	\$ 92,134	
Ward	\$ 13,619	\$ 95,333	\$ 13,619	\$ 95,333	
Special Ward	\$ 35,000	\$ 245,000			
Total General		\$ 432,467		\$ 187,467	
CDBG					
City-Wide Programs	\$ 178,762	\$ 178,762	\$ 178,762	\$ 178,762	
Ward	\$ 18,034	\$ 126,238	\$ 18,034	\$ 126,238	
Total CDBG		\$ 305,000		\$ 305,000	

				2008		2009	
				Ward	Total	Ward	Total
General Fund							
City-Wide Programs	\$	92,134	\$	92,134		\$	92,134
Ward	\$	13,619	\$	95,333		\$	95,333
Special Ward	\$	35,000	\$	245,000			
Total General			\$	432,467		\$	187,467
CDBG							
City-Wide Programs	\$	178,762	\$	178,762		\$	178,762
Ward	\$	18,034	\$	126,238		\$	126,238
Total CDBG			\$	305,000		\$	305,000

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1	<u>2009 Dollar List</u>															Dated 12/17/08																																				
2	Concluding discussion from the City Council's review of the 2009 proposed budget															Recurring Financing	One-Time Financing (Spending)																																			
70	<u>Media Services</u>																																																			
71	<input type="checkbox"/> Fund balance in excess of 20% policy level - leaves \$550,000															\$ 320,000																																				
72	<input type="checkbox"/> Free up franchise revenues by shifting City's annual cost of Chamber work to PEG															\$ 34,500																																				
73	Cost shift leaves \$31,500 per year for system upgrades - was \$66,000																																																			
74	<input checked="" type="checkbox"/> Reduced costs for the Hearing Room technology (was \$85,000) - leaves \$30,000 for project																																																			
75	<input type="checkbox"/> Assign original project amount to the contingency															\$ 85,000																																				
76																																																				
77	<u>Sales Tax (STAR)</u>																																																			
78	<input type="checkbox"/> Interest from Cultural Program which is allocated to the General Fund was above budget - \$109,200 actual															2008	\$ 6,200																																			
79																																																				
80	<input type="checkbox"/> Current review shows that sales tax revenues for both 2008 and 2009 will be lower than estimated:																																																			
81																																																				
82	<table><tr><td>Sales Tax Revenue</td><td>River Centre</td><td>Neighborhood</td><td>Cultural</td><td>Total</td></tr><tr><td>2008 Revised</td><td>\$6,040,000</td><td>\$7,550,000</td><td>\$1,510,000</td><td>\$15,100,000</td></tr><tr><td>2008 Budget</td><td>\$6,260,000</td><td>\$7,825,000</td><td>\$1,565,000</td><td>\$15,650,000</td></tr><tr><td>Revenue Decrease</td><td>-\$220,000</td><td>-\$275,000</td><td>-\$55,000</td><td>-\$550,000</td></tr><tr><td>2009 NOW</td><td>\$5,720,000</td><td>\$7,150,000</td><td>\$1,430,000</td><td>\$14,300,000</td></tr><tr><td>2009 Mayor</td><td>\$5,890,000</td><td>\$7,362,500</td><td>\$1,472,500</td><td>\$14,725,000</td></tr><tr><td>Revenue Decrease</td><td>-\$170,000</td><td>-\$212,500</td><td>-\$42,500</td><td>-\$425,000</td></tr></table>																	Sales Tax Revenue	River Centre	Neighborhood	Cultural	Total	2008 Revised	\$6,040,000	\$7,550,000	\$1,510,000	\$15,100,000	2008 Budget	\$6,260,000	\$7,825,000	\$1,565,000	\$15,650,000	Revenue Decrease	-\$220,000	-\$275,000	-\$55,000	-\$550,000	2009 NOW	\$5,720,000	\$7,150,000	\$1,430,000	\$14,300,000	2009 Mayor	\$5,890,000	\$7,362,500	\$1,472,500	\$14,725,000	Revenue Decrease	-\$170,000	-\$212,500	-\$42,500	-\$425,000
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91	<input type="checkbox"/> <table><tr><td>2009 Other Revenues</td><td>River Centre</td><td>Neighborhood</td><td>Cultural</td><td>Total</td></tr><tr><td></td><td>\$0</td><td>\$1,424,200</td><td>\$133,400</td><td>\$1,557,600</td></tr><tr><td>Unspent 08</td><td></td><td>\$2,100,000</td><td></td><td></td></tr><tr><td>Total Financing</td><td>\$5,720,000</td><td>\$10,674,200</td><td>\$1,563,400</td><td>\$15,857,600</td></tr></table>																	2009 Other Revenues	River Centre	Neighborhood	Cultural	Total		\$0	\$1,424,200	\$133,400	\$1,557,600	Unspent 08		\$2,100,000			Total Financing	\$5,720,000	\$10,674,200	\$1,563,400	\$15,857,600															
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97																																																				
98																																																				
99	<input type="checkbox"/> Resume publishing monthly sales tax revenue report																																																			
100																																																				
101	Policy discussion on sales tax revenue																																																			
102																																																				
103	<u>Fire Department</u>																																																			
104	<input type="checkbox"/> Addition of a 2nd super medic team																																																			

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1	<u>2009 Dollar List</u>															Dated 12/17/08		
2	Concluding discussion from the City Council's review of the 2009 proposed budget												Recurring Financing	One-Time Financing (Spending)				
106	<u>City Council Department</u>																	
107	<input type="checkbox"/>	2008 budget savings:																
108	<input checked="" type="checkbox"/>	Encumbered \$206,988 for automating the "Green Sheet Tracker"																
109	<input checked="" type="checkbox"/>	Contingency to 2009															\$ 408,781	
111	<input type="checkbox"/>	Adjustment to base budget										\$ (11,200)						
112	<input checked="" type="checkbox"/>	Restore financing for National Urban Fellow — outside grant reduced															\$ _____	
113	<input type="checkbox"/>	Assign Council base budget of \$30,000 for the National Urban Fellow to contingency															\$ 30,000	
115	<u>Interest</u>																	
116	<input type="checkbox"/>	Revenue shows sensitivity to economic conditions:																
118						Mayor's Proposal		NOW										
119		2009 Revenue				\$2,996,400		\$2,650,000										
120		2009 Interest Rate Assumption				4.10%		3.75%										
122	<u>Enterprise Resource Planning (ERP)</u>																	
123	<input type="checkbox"/>	Revised timeline:																
124	<input checked="" type="checkbox"/>	Planning continues through 3rd quarter of 2009 with operating resources																
125	<input checked="" type="checkbox"/>	Project is deleted from the CIB until permanent financing for capital outlay is determined																
128	<input type="checkbox"/>	2008 Operations in OTC			Other Needs		ERP		Total									
129	<input type="checkbox"/>	2009 Operations in OTC			\$300,000		\$200,000		\$500,000									
130	<input type="checkbox"/>	Capital Outlay-future (estimated at \$15,300,000)			\$100,000		\$400,000		\$500,000									
									\$0									
132	<u>Staffing Plan</u>																	
133	<input type="checkbox"/>	New financing (incumbent)			General		Special		Total									
134	<input type="checkbox"/>	New positions			\$641,644		\$189,961		\$831,605									
135	<input type="checkbox"/>	Vacancies			\$2,841,616		\$119,400		\$2,961,016									
					\$1,870,520		\$2,675,476		\$4,545,996									
137	<input type="checkbox"/>	New positions identified above placed in Mayoral Contingency																

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2	Concluding discussion from the City Council's review of the 2009 proposed budget															Recurring Financing	One-Time Financing (Spending)																																	
140	<u>Solid Waste/Recycling</u>																																																	
141	<input type="checkbox"/> Market conditions decreasing "revenue sharing"																																																	
142	<input type="checkbox"/> Proposed rate change does not occur; residential rate continues at \$27.04																																																	
143	<input type="checkbox"/> Adjust budget to reflect current service level (no organics):																																																	
144																																																		
145	<table><tr><td></td><td>Mayor's Proposal</td><td>NOW Estimate</td></tr><tr><td>Beginning Fund Balance</td><td>\$2,102,488</td><td>\$2,102,488</td></tr><tr><td>Recycling Revenues</td><td>\$2,832,533</td><td>\$2,718,761</td></tr><tr><td>SCORE Grant</td><td>\$587,567</td><td>\$590,394</td></tr><tr><td>Loan Interest</td><td>\$30,329</td><td>\$30,329</td></tr><tr><td>Transfers in</td><td>\$7,191</td><td>\$7,191</td></tr><tr><td>Expenditures</td><td>-\$3,629,561</td><td>-\$3,262,583</td></tr><tr><td>Revenue Sharing</td><td>\$560,000</td><td>\$120,000</td></tr><tr><td>Transfers out</td><td>-\$275,000</td><td>-\$275,000</td></tr><tr><td>Clean Organics Program</td><td>-\$76,000</td><td></td></tr><tr><td>Ending Fund Balance</td><td>\$2,139,547</td><td>\$2,031,580</td></tr></table>																		Mayor's Proposal	NOW Estimate	Beginning Fund Balance	\$2,102,488	\$2,102,488	Recycling Revenues	\$2,832,533	\$2,718,761	SCORE Grant	\$587,567	\$590,394	Loan Interest	\$30,329	\$30,329	Transfers in	\$7,191	\$7,191	Expenditures	-\$3,629,561	-\$3,262,583	Revenue Sharing	\$560,000	\$120,000	Transfers out	-\$275,000	-\$275,000	Clean Organics Program	-\$76,000		Ending Fund Balance	\$2,139,547	\$2,031,580
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154																																																		
155																																																		
156	Revisit service in light of market, contract, and other factors																																																	
157																																																		
158	<u>Library Agency</u>																																																	
159	<input type="checkbox"/> Interest earnings from Fund 934															\$	35,461																																	
160	Assign interest earnings for capital spending, Fund 934															\$	(35,461)																																	
161	<input type="checkbox"/> Reduce levy for GO Bonds to needed amount (was \$76,770 now \$716,800)															\$	45,970																																	
162	Assign above reduction in GO Bond need to operations - general needs															\$	(45,970)																																	
163	<input type="checkbox"/> Increase materials support \$100,000 (Friends request); remains at \$1.6 M																																																	
164	<input type="checkbox"/> Staff change (4 FTEs) adds morning hours															\$171,948																																		
165	<input type="checkbox"/> Security: Library system pays about \$175,000 per year for these services with the Police Dept																																																	
166	sharing being \$62,000																																																	
167	<input type="checkbox"/> Moved towards goal of financing with property taxes instead of Local Government Aid:																																																	
168	◆ 2008 - \$2,520,000																																																	
169	◆ 2009 - \$1,984,661																																																	
170																																																		
171	Discuss with the Library Director security planning with consideration of the cost of Police services																																																	

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172																							
173	<u>Department of Safety & Inspections</u>																						
174	☐ Council staff to review monthly Department status reports																						
175																							
176	<u>Right-of-Way (ROW)</u>															<table><tr><td>2008</td><td>\$</td><td>48,458</td></tr><tr><td>2009</td><td>\$</td><td>135,884</td></tr></table>		2008	\$	48,458	2009	\$	135,884
2008	\$	48,458																					
2009	\$	135,884																					
177	☐ Revenues above budget																						
178	☐ Revenues above budget																						
179	☐ Set storm water transfer at \$242,000 (was \$441,771) and assign																						
180	transfers as rate assistance for non-residential customers																						
181	☐ Balance (\$200,000) of storm water transfer goes back to the Sewer Utility																						
182	☐ Shift \$90,000 in residential revenue to the d'town group																						
183	because these properties are in the d'town area																						
184	☐ Adjust Mayor's proposed rates to more quickly end rate assistance																						
185	☐ Adjust net need for use of fund balance (was -\$35,007)																						
186	◆ Finalize scope of ROW Study:																						
187	◆ Add customer review - e.g. d'town representatives, district council																						
188																							

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189	<u>Fund Balance Policies</u>																																				
190	<input type="checkbox"/> <u>General Fund:</u>																																				
191	<input checked="" type="checkbox"/> Preliminary OFS measure shows ending 12/08 at 15.7% (minimum goal of 15%)																																				
192																																					
193	<table><tr><th>Description</th><th>2008</th><th>2009</th><th>2010</th><th>2011</th><th>2012</th><th>2013</th></tr><tr><td>Fund Balance Level</td><td>16.7%</td><td>15.7%</td><td>15.2%</td><td>14.7%</td><td>14.2%</td><td>13.8%</td></tr><tr><td>Growth Assumption</td><td>8%</td><td>6%</td><td>4%</td><td>3%</td><td>3%</td><td>3%</td></tr></table>																Description	2008	2009	2010	2011	2012	2013	Fund Balance Level	16.7%	15.7%	15.2%	14.7%	14.2%	13.8%	Growth Assumption	8%	6%	4%	3%	3%	3%
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194																																					
195																																					
196																																					
197	<input checked="" type="checkbox"/> Policy refinements strengthen approach:																																				
198	<input type="checkbox"/> Encumbrances included																																				
199	<input type="checkbox"/> Consolidated review - General Fund and Library Operating Fund																																				
200	<input type="checkbox"/> Moose Loan collection begins																																				
201	<input checked="" type="checkbox"/> Long-term solutions to manage resource																																				
202	<input type="checkbox"/> OFS has committed to additional review																																				
203																																					
204	<input type="checkbox"/> <u>Debt Service Funds:</u>																																				
205	<input checked="" type="checkbox"/> Evolve policies to consider <i>levy impact</i>																																				
206	<input checked="" type="checkbox"/> Consider "consolidated" approach for Fund 960 (General Debt) and 966 (Library General Debt)																																				
207	<input type="checkbox"/> Greater stability on use of reserves																																				
208	<input type="checkbox"/> Long-term solution																																				
209	<input checked="" type="checkbox"/> OFS will work with Council staff to develop policy for managing cash-flow and levy needs for special																																				
210	assessment bonds - Fund 963																																				
211																																					
212	<u>Long-Term Financing</u>																																				
213	Options are being reviewed to modify these programs to create opportunities to make available recurring																																				
214	financing or to permit issuance of additional debt																																				
215	<input type="checkbox"/> Special Assessment Bonds - finance RSVP - budgeted at																																				
216	\$12.5 M; need of \$11.2 M																																				
217	<input checked="" type="checkbox"/> Shift siren system to (\$828K) from CIB to PS bonds																																				
218	<input checked="" type="checkbox"/> Determine from all of above add'l CIB offering																																				
219	<input checked="" type="checkbox"/> Eliminate land sale (\$1.3 M) from PS bonds Station 1/10																																				
220																																					
221																																					

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222	<u>MN Events District</u>															
223	<input type="checkbox"/>	Adjust TIF revenue to current		County		City TIF		Available to Allocate								
224		County estimate		\$ 2,967,000		\$ 4,075,000		\$ 4,075,000		Estimate now						
225	<input type="checkbox"/>	Confirmed that "excess increment" is budgeted		\$ 2,967,000		\$ 4,000,000		\$ 4,000,000		Proposal						
226	<input type="checkbox"/>	Set timeline for annual receipt of updated list from both the RCVA and MSE to November 1														
227	<input checked="" type="checkbox"/>	Schedule adoption of final agreements for Council action														
228	<input type="checkbox"/>	Annual interest added to repayment of Moose Loan - General Fund revenue														
229	<input type="checkbox"/>	Total annual principal and interest:														
230				Interest		\$ 83,640										
231				Principal		\$ 191,360										
232				Total		\$ 275,000										
233																
234	<input type="checkbox"/>	General Fund repayment terms provide over the period 2009-2016:														
235																
236				Interest		\$669,119										
237				Principal		\$1,525,000										
238				Total		\$2,194,119										
239				Expected Repayment Period		2009-2016										
240																
241	<input type="checkbox"/>	Interest added to repayment of Moose Loan - General Fund revenue														
242																
243	<u>Mayor's Office</u>															
244	<input type="checkbox"/>	Continued PED financing for staff previously														
245		assigned from Mayor's office to central corridor														
246																
247	<u>Planning and Economic Development/HRA</u>															
248	<input type="checkbox"/>	Continued financing for staff previously														
249		assigned from Mayor's office to central corridor														
250	<input type="checkbox"/>	Continued financing for staff/services now														
251		assigned to Human Rights & Equal Employment														
252		Opportunity Department (HRREO)														
253																

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1	<u>2009 Dollar List</u>															Dated 12/17/08	
																One-Time	
																Financing	
2	Concluding discussion from the City Council's review of the 2009 proposed budget															Recurring Financing	(Spending)
254	<u>RiverCentre</u>																
255	<input type="checkbox"/>	See MN Events District															
256																	
257	<u>Police</u>																
258	<input type="checkbox"/>	School Resource Officers (3) - financing changes										\$ 207,264					
259	from the Schools to the City																
260	<input type="checkbox"/>	Nine officers remain in the School Resource program															
261																	
262	<u>Other Post Employment Benefits (OPEB)</u>																
263		For those funds required to expense OPEB obligation:															
264	Exclude balance sheet entries from monitoring reports & fund balance policies																

	B	S	AB	AX	AY	BB	BD	BG	BI	BK	BL	BM
1												
2	Right-of-Way Fund con't					No Reserves						
3	Description - October 1 Updated	2008 Rates	Mayor's 2009 Budget Proposal			Required Adjustment for NO Assistance		Quicken Approach	Adjust in Future Years	09 Rate Adj	2009 Revised	% Change from 08
4			New Rate	Change		Add'l	Total Rate					
5	Downtown Streets (Paved)	\$12.88	\$14.81	\$1.93	15%	\$ 2.36	\$ 17.17	\$40,000	\$172,722	\$0.44	\$15.25	18%
8	Downtown Streets (Brick)	\$15.35	\$17.65	\$2.30	15%	\$ 11.35	\$ 29.00	\$10,000	\$129,331	\$0.81	\$18.46	20%
9												
10	Outlying Commercial / Arterial Streets											
11	Commercial Property	\$6.80	\$7.62	\$0.82	12%	\$ 0.29	\$ 7.91	\$34,456	\$141,899	\$0.06	\$7.68	13%
12	Residential Property	\$2.78	\$3.11	\$0.33	12%	\$ 0.12	\$ 3.23	\$25,544	\$105,197	\$0.02	\$3.13	13%
13												
14	All Oiled / Paved Residential Streets											
15	Commercial Property	\$5.11	\$5.72	\$0.61	12%	\$ (0.28)	\$ 5.44	-\$21,025	-\$103,769	-\$0.05	\$5.67	11%
16	Residential Property	\$2.64	\$2.96	\$0.32	12%	\$ (0.14)	\$ 2.82	-\$78,975	-\$389,778	-\$0.02	\$2.94	11%
17												
18	All Oiled and Paved Alleys											
19	Commercial Property	\$0.94	\$1.05	\$0.11	12%	\$ 0.09	\$ 1.14	\$1,199	\$12,222	\$0.01	\$1.06	13%
20	Residential Property	\$0.60	\$0.67	\$0.07	12%	\$ 0.05	\$ 0.72	\$8,801	\$89,720	\$0.00	\$0.67	12%
21												
22	Unimproved Street Right-of-Way											
23	Commercial Property	\$2.69	\$3.01	\$0.32	12%	\$ (1.01)	\$ 2.00	-\$1,891	-\$8,397	-\$0.19	\$2.82	5%
24	Residential Property	\$1.51	\$1.69	\$0.18	12%	\$ (0.57)	\$ 1.12	-\$3,109	-\$13,802	-\$0.10	\$1.59	5%
25												
26	Unimproved Alley Right-of-Way											
27	Commercial Property	\$0.42	\$0.47	\$0.05	12%	\$ 0.15	\$ 0.62	\$467	\$1,217	\$0.04	\$0.51	22%
28	Residential Property	\$0.28	\$0.31	\$0.03	11%	\$ 0.10	\$ 0.41	\$3,533	\$9,202	\$0.03	\$0.34	21%
29	Use of Reserves/Rate Assistance	\$1,389,843	-\$35,007					\$19,000	\$145,764			
36	Fund Balance	\$ 10,443,813	\$ 10,478,820	\$ 10,298,049								

	A	B	C	D	E	F	G	H	I	J
1										
2			2009 Staff Change Proposal - General Fund							Reviewed 12/17/08
3										
4			Department	2008	2009	Overall Change	Fund	Vacant	Filled Newly Budgeted (Lay Off)	Position Need Statement
5			Summary Total :							
6			General Fund					2,841,616	641,644	
7			Special Funds					119,400	189,961	
8			Total					2,961,016	831,605	
9										
10			City Attorney's Office							
11			Attorney position	0.0	1.0	1.0	GF			One additional prosecutor will allow the CAO to fully develop its nationally-recognized community prosecution program and other public safety initiatives such as elder and domestic abuse prosecutions. Existing FTE
12										98,107
13			City Council							
15			Executive Assistant	1.0	0.6	-0.4	GF			Hire was made for less than full time, budget was reallocated. Savings are \$28,196
16										
17										
18			Emergency Management							
19			Emergency Management Coordinator	0.1	1.0	0.9	GF			Emergency Management is a 2-person Office. The Coordinator was funded in part by a one-time grant. The proposal fully funds the position with GF resources as anticipated when the Office was created. This position is critical to ensuring the continuation of participation and funding from various homeland security and emergency management programs. (Existing FTE) - grant eliminated; 2008 City cost was \$5,704
20										
21										
22			Financial Services (Core Group)							
23			City-Wide Grants Manager	0.0	1.0	1.0	GF	105,332		This position will ensure consistent grant management practices across the city and ensure that timely and accurate grant reporting, accounting, and cash management procedures are being followed. It will assist departments in streamlining and meeting various grant requirements. Staff in the Mayor's Office are focused on securing grants. This position in OFS will provide city-wide support once a grant has been awarded. Proper grant management positions the city for future successful grant opportunities. (New FTE
24			Financial Operations Manager	0.0	1.0	1.0	GF	145,376		The Financial Operations Manager will provide OFS oversight to ensure that financial and accounting policies, practices, and procedures are implemented and followed consistently in each department. This position will be critical to managing the process changes associated with adopting a ERP. (New FTE)
25			Transfer accounting support for DSI	0.5	1.0	0.5	GF			DSI still pays for the FTE via a salary and fringe adjustment, but the FTE is booked in the OFS budget. No net change in level of appropriation
26										
27										
28			Fire							
29			Increase daily staffing from 113-115							2009 staffing level excludes .9 FTE for Emergency Management Coordinato
30			1.6 addtl firefighters (staffing for 10 months) - full year costs = \$136,516				GF	114,548		The combination of these two lines provides for Fire Dept. staffing levels at 115, which will provide for a second supermedic team in the City. (New FTEs)
31			Overtime required to achieve 115 daily staffing				GF	835,115		
32			Vacancy savings to partially offset above costs				GF	(100,000)		Budgeted vacancy savings, which reduces the total cost of new FTEs to \$849,663
33										
34			Human Resources							
35			Office Assistant				GF			This position will provide clerical support for the fire test that will be administered early in 15,778 2009. We anticipate thousands of applications. (Existing PT FTE made FT and permanent
36										

	A	B	C	D	E	F	G	H	I	J
1										
2	2009 Staff Change Proposal - General Fund							Reviewed 12/17/08		
3										
4	Department		2008	2009	Overall Change	Fund	Vacant	Filled Newly Budgeted (Lay Off)	Position Need Statement	
37	HREEO									
38	Human Rights		7.5	7.5	0.0	GF		-	Transfer of staff from Human Rights to HREEO. No net change in FTE or cost.	
39	Department Director Position		0.0	1.0	1.0	GF		146,109	New Director will pull together three separate functions and provide leadership to the City. (New FTE)	
40	Census staff		0.0	1.0	1.0	GF	85,000		This position will coordinate the City's 2010 census campaign to ensure everyone is counted. Census data becomes the basis of federal and state funding formulas. Our experience from the 2000 census suggests that this position is critical to ensuring a good response for Saint Paul. (New FTE)	
41										
42	Library									
43	Increase library hours		0.0	4.0			171,948		Additional FTEs distributed across the system to increase the number of hours libraries are open to 775 hours per week (7.5 morning hours added to 6 libraries). Average cost of Library Associates/Aides - \$42,987. (New v. additional hours for existing FTEs to be determined)	
44										
45	Mayor's Office									
46	Central Corridor positions		0.0	0.8	0.8			71,085	Combination of positions which were supporting Central Corridor in PED moved back to Mayor's Office. Financing continues to be provided by PED. No net change in FTEs or cost. Reflecting where the positions reside.	
47										
48	Parks									
49	Additional staff at Oxford Facility		30.8	37.7	6.9	GF	317,001		Get to full staffing at Oxford (including Facility Mgr, Asst Director, 2.0 Rec Leaders, 3.0 Security). New FTEs.	
50	GIS staff		1.0	0.0	-1.0	GF			Transfer of one GIS FTE to Technology included in 2009 base, no net change in FTEs	
51	Zoo Keeper		0.0	0.2	0.2		14,677		Begin implementation of Polar Bear exhibit. Full exhibit operating costs are projected in 5 year model for 2010 (new FTE).	
52										
53	Police									
54	New Police Officers (14) - individual costs = \$69,107		616.0	630.0	14.0	GF	967,232		Increases the number of sworn officers from 616 to 630.	
55	Retain 3 School Resource Officers		3.0	3.0	0.0	GF		207,264	Shifts funding for 3 sworn staff from school district to City GF budget (District decision to reduce contract) (Existing FTEs)	
56	Promotion Costs:		n/a	n/a		GF	60,306		No net change in FTEs	
57	7 additional Sergeants									
58	1 additional Commander									
59	Civilian position changes		1.0	4.9	3.9	GF		37,745	Recognize previously unbudgeted positions, mostly offset with vacancy savings. The increase of 37.7k represents the net change in total expenditures.	
60										

	A	B	C	D	E	F	G	H	I	J
1										
2	2009 Staff Change Proposal - General Fund							Reviewed 12/17/08		
3										
4	Department		2008	2009	Overall Change	Fund	Vacant	Filled Newly Budgeted (Lay Off)	Position Need Statement	
61	Public Works									
62	Pedestrian Bike coordinator		0.3	1.0	0.7	GF			Fully funds an existing position in PW currently devoted part-time to ensuring City infrastructure development is pedestrian/bike friendly. 65k represents cost of additional .7 FTE, not the full cost of the position. (2008 cost of \$32,000)	
63										
64										
65	Safety and Inspections									
66	Additional Fire Aide		0.0	2.0	2.0	GF			Replaced trade and code inspector positions with multiple lower level fire aids and clerical support. No new appropriation, adjustments were made within the base department budget to increase FTEs at lower rates of compensation. (Existing FTEs)	
67	Additional Office Assistant III		0.0	1.0	1.0	GF			DSI still pays for the FTE via a salary and fringe adjustment, but the FTE is booked in the	
68	Transfer accounting support for DSI		0.5	0.0	-0.5	GF			- OFS budget. No net change in level of appropriation	
69										
70	Technology									
71	IS System Support Specialist III		0.0	1.0	1.0	GF	59,745		To support customer demands, paid for through increase in IS service revenue from special funds	
72	GIS staff		0.0	1.0	1.0	GF		-	Transfer of one GIS FTE to Technology included in 2009 base, no net change in FTE:	
73										
74										
75										
76								2,841,616	641,644	
77										

	A	B	C	D	E	F	G	H	I	J	K
1											
2	2009 Staff Change Proposal - Special Funds								Reviewed 12/17/08		
3											
4	Department		2008	2009	Overall Change	Fund	Vacant	Filled Newly Budgeted (Lay Off)	Position Need Statement		
5											
6											
7	Financial Services (Core Group)										
8	Align Debt Service activity with funding					Debt			Accurately reflects costs of staff support of debt-related activities to the debt service fund (no net change in FTE)		
9	Real Estate		17.5	17.5	0.0	SF	\$0		Transfer of Real Estate to OFS included in 2009 base. No net change in FTE or cost.		
10											
11	HREEO										
12	Contract Services, Fund 124 (was OFS)		13.6	13.6	0.0	CAS		\$0	Transfer of staff from OFS to HREEO. No net change in FTE or cost.		
13	RiverPrint, Fund 127 (was OFS)		8.0	8.5	0.5	Print	\$25,726		Transfer of staff from OFS to HREEO. Spending authority to hire an additional 0.5 graphic designer added to the '09 budget. (0.5 New FTE)		
14	3.0 FTEs Moved from PED to HREEO		3.0	3.0	0.0	SF		\$0	Transfer of staff from PED to HREEO. No net change in FTE or cost.		
15											
16	Library										
17	Special Fund Grant Funding Changes		2.0	1.0					Position will now be funded by partner agency.		
18											
19	Parks										
20	Property/Abatement Services		14.2	15.8	1.6	SF	\$93,674		Increased parks worker staffing to keep up with rising demand in abatement and PED property maintenance. (new FTEs)		
21	and grant-funded after school program positions.										
22	PED										
23	Central Corridor positions		0.8	0.0	-0.8	SF			No net change in FTEs or costs. Reflecting where positions reside. Central Corridor costs remain with PED (\$71,085)		
24	3.0 FTEs Moved from PED to HREEO		3.0	0.0					Transfer of staff from PED to HREEO. No net change in FTE or cost.		
25											
26	Police										
27	Criminalist-Internet Crimes Against Children task force		1.0	0.0	-1.0	SF		-\$83,986	FTE transferred to the state		
28											
29	Public Works										
30											
31	Transfer of Real Estate to OFS		17.5	0.0	-17.5	SF		\$0	Transfer of Real Estate to OFS included in 2009 base. No net change in FTE or cost.		
32											
33											
34	Technology										
35	ERP Staffing Changes										
36	Project Director		0.0	1.0	1.0	ERP		\$93,947	This position will direct the ERP project--provide day to day leadership within the City and with potential vendors.		
37	Project Manager		0.0	1.0	1.0	ERP		\$180,000	Consultant services, not a city FTE. Position funded in 2008 budget		
38	CoreTeam Member		0.0	0.0	0.0	ERP			Original budget included 0.3 FTE. Revised budget for ERP does not include Core Team. \$ 31,502		
39	CoreTeam Member		0.0	0.0	0.0	ERP			Original budget included 0.3 FTE. Revised budget for ERP does not include Core Team. \$ 29,866		
40	CoreTeam Member		0.0	0.0	0.0	ERP			Original budget included 0.3 FTE. Revised budget for ERP does not include Core Team. \$ 22,893		
41	CoreTeam Member		0.0	0.0	0.0	ERP			Original budget included 0.3 FTE. Revised budget for ERP does not include Core Team. \$ 19,859		
42	Trainer - goes in place in 2010 and remains		0.0	0.0	0.0	ERP			budget for ERP does not include Training in 2009 \$ 100,000		
43											
44											
45	Totals										
46							\$119,400	\$189,961			
47	Public Works										
48	Vacant Positions in Special Funds		16.6	0.0	-16.6	SF		-\$1,150,050	Mix of technical, administrative, trades, street service and traffic maintenance positions spread across 3 funds.		